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THE LIBRARY OF THE
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UNIVERSITY OF ILLINOIS

Minutes of the Monthly Meeting of the Board of Trustees of the Milwaukee Public Library held Feb. 12, 1924 at 4 P.M. in the Trustee's Room.

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1. Roll call.
Present: Trustees Menzel, Potter, Shutkin, Tegtmeyer, Work and President Durand.
Absent: Trustees Dietz and Greene.

2. Minutes. The minutes of the meeting held January 8th, 1924 were approved.

3. Statistical report. The finance committee's statistical report was received and filed.

4. Allowance of accounts. The finance committee's report on allowance of accounts was received, filed and approved by the following vote:
Ayes: Trustees Menzel, Potter, Shutkin, Tegtmeyer, Work, and President Durand.
Noes: None.

5. Municipal Reference Library. In response to the invitation of the board Ovid Blix, now secretary of the voters league, and Leo Tiefenthaler, now civic secretary of the city club, both of whom were former librarians at the Municipal Reference Library, appeared before the board to make statements relative to the work and needs of the Municipal Reference Library in the City Hall. They explained briefly the need that existed for a research worker in the Municipal Reference Library who was able to cooperate with the heads of the departments and the aldermen in the use of material bearing upon all phases of municipal and civic problems; that the work of the library differed from the work of other libraries, and that it was necessary to prepare statements and tabulations on many subjects rather than simply to furnish the printed material; that considerable compilation and editorial work was involved, the librarian being required to compile and edit the ordinances, the reports of the various departments, and similar publications; that the work included correspondence with municipalities, with state and federal authorities, and with voluntary associations; that the number of visible patrons bore no necessary relationship to the actual work done; that often a single inquiry involved matters of importance to the entire city; that as officials and members of the public did not appreciate the resources of the library there was a continuing necessity that the librarian "sell" the library idea to prospective patrons; that this involved visits to the various departments, attendance upon committee meetings and council meetings and constant association with prospective patrons -- work that could probably be performed better by a man than by a woman; that while occasional inquirers might come to the main library building for their material, it was the judgment of both that the library would practically cease to function as a municipal reference library were it removed from the city hall to the main library building.

In response to inquiries, both men agreed that other things being equal, the work could be performed in a better way by a man than by a woman, although of course it was evident that a good woman was better than a poor man. After some informal discussion a committee consisting of the aldermanic members of the board was requested to give the matter further consideration and to make such recommendations as they might find advisable as to the future conduct of the library.

Rules amended. On motion of Trustee Potter, seconded by Trustee Shutkin, it was voted to accept the amendments to the rules as recommended by the museum board and the librarian by substituting for the words "fifteen" and "thirty" in the rule relative to leave of absence on account of illness the words "twelve" and "twenty-five", and by amending paragraph three referring to the use of the public library building to read as follows:

> "It (the meeting) must be without any mercenary aspect and must not be used for the purpose of advertising, for sales, for the giving of information as to dealers, or for the giving of orders."

7. Absence. On motion of Trustee Shutkin, seconded by Trustee Work, it was voted that the absence on account of illness of Daniel Truss and the absence on account of illness of Florence Olcott be considered as under the rule, and that these persons be entitled to compensation as provided by the rule.

8. Flower show in the lobby. The communication from Dr. S.A. Barrett, director of the museum, stating that it was the desire of the museum to hold a flower show in the spring, and requesting permission for the use of that portion of the lobby under the control of the library was read and filed. Dr. Barrett was asked to make a statement relative to the purpose of the museum and as to the regulations under which such a show would be held.

On motion of Trustee Potter, seconded by Trustee Menzel, the matter was referred to the executive committee for consideration, with power to take action thereon after the museum board had taken action relative to such flower show.

9. Demands for additional service and additional space. After some consideration of the report of the librarian setting forth that several demands had been made upon the library for additional space, that tenders of certain libraries and books had been made to the library, and that a necessity for additional space existed should the tenders be accepted or the service asked for rendered, it was, on motion of Trustee Tegtmeyer, seconded by Trustee Potter, voted that a special committee be appointed to consider the possibility of securing additional space for library purposes, to consider the desirability of extending the service of the library along the lines suggested by the librarian in his report of the various demands and tenders made, and to consider such other matters as are related thereto and referred to in the report of the librarian.

The president appointed as such special committee Trustee Tegtmeyer, Chairman, and Trustees Work and Menzel.

Adjournment.

MILWAUKEE PUBLIC LIBRARY
March 11, 1924

The Finance Committee of the Board of Trustees in accordance with the duties prescribed in the by-laws, beg to report the following:

CASH ACCOUNT
February

Receipts

Fines	$1162.56	
Lost books	34.30	
Renting collection	287.05	
Security deposits	24.00	
Reserve postal fund	5.69	
Catalogs sold		
Use of lantern and lecture room	3.00	
Waste paper	.43.09	
Milwaukee county 4th quarter 1923	10243.90	
Trust funds for books purchased	239.00	
Miscellaneous (refunds on supplies, books, freight, etc.)	67.60	
Interest on bonds	150.00	
Bank interest	1.31	$12,261.50

Disbursements

Deposited with city treasurer	12,106.32	
" " First Wisconsin National	151.31	
Lost books refunded	3.87	12,261.50

COMPTROLLER'S LIBRARY FUND ACCOUNT

Balance in fund February 1, 1924	$289,211.45	
Deposited with city treasurer	12,106.32	$301,317.77
Special bill (Hampel's Book Shop)	$ 3,333.80	
February payroll	14,639.93	
February bills	11,648.06	$ 29,621.79
Balance in fund March 1, 1924		$271,695.98

BUDGET ACCOUNT

Balance in account February 1		$314,960.18
Special bill (Hampel's Book Shop)	$ 3,333.80	
February payroll	14,639.93	
February bills	11,648.06	29,621.79
Balance in account March 1		$285,338.39

MILWAUKEE PUBLIC LIBRARY
March 11, 1924

The Finance Committee of the Board of Trustees in accordance with the duties prescribed in the by-laws, beg to report the following:

CASH ACCOUNT
February

Receipts

Fines		$152.35
Lost books		34.30
Renting collection		267.05
Security deposits		21.00
Reserve postal fund		5.69
Catalogs sold		
Use of lantern and lecture room		3.00
Waste paper		43.09
Milwaukee county 4th quarter 1923		10243.90
Trust funds for books purchased		239.00
Miscellaneous (refunds on supplies, books, freight, etc.)	67.60	
Interest on bonds	150.00	
Bank interest	1.71	$12,501.90

Disbursements

Deposited with city treasurer		12,106.32
" " First Wisconsin National	151.31	
Lost books refunded	3.87	12,261.50

COMPTROLLER'S LIBRARY FUND ACCOUNT

Balance in fund February 1, 1924		$229,211.45
Deposited with city treasurer		16,106.32 $301,317.77
Special bill (Hammal's Book Shop)		3,132.80
February payroll		14,619.95
February bills		11,643.06 29,621.79
Balance in fund March 1, 1924		$271,695.98

BUDGET ACCOUNT

Balance in account February 1		$314,980.16
Special bill (Hammal's Book Shop)		3,132.80
February payroll		14,619.95
February bills		11,643.06 29,621.79
Balance in account March 1		$285,358.37

PETTY CASH
Municipal Reference Library

Amount of fund	$25.00
Expenditures Jan. & Feb., 1924	5.87
Balance in fund March 1, 1924	$19.13

PETTY CASH FUND
Main Library

Amount in fund		$250.00
Expenditures in February	$213.77	
Security deposits refunded, Nos. 1185,1340, 1341,1342,1343,1344,1346,1347,1369,1370, 1371,1373	36.00	249.77
Balance in fund March 1, 1924		$ 0.23

The following books have been discarded:

Main library	324
Children's room	41
County	35
Schools	77
Auer	
Detroit	1
East Side	23
Lapham Park	53
Layton	25
Lisbon	90
Llewellyn	30
North Avenue	50
South Side	1
Third Street	39
West Division	9
Total	798

The following books have been repaired:

Main library	700
Young people's room	78
School	1
Auer	70
Detroit	50
East Side	82
Lapham Park	170
Layton	170
Lincoln	40
Lisbon	97
Llewellyn	99
North Avenue	146
South Side	239
Third Street	231
West Division	325
County	
Bindery	60
Total	2558

The following books have been rebound:

Main library	1168
Children's room	44
Schools	123
County	96
Auer	4
Continuation	35
Detroit	31

East Side	154
Lapham Park	122
Layton	83
Lincoln	16
Lisbon	138
Llewellyn	109
North	110
South	11
Third	84
West Division	52
Total	2380

Re-inforced 3890 volumes.

Number of volumes in library Jan. 1, 1924			555,921
Added, Feb.			
By gift	347		
By purchase	6903	7250	
Discarded Feb.	798		
Lost	40	838	
Net addition			6,421
Net total in library March 1, 1924			562,333

GEORGE H. D. JOHNSON ENDOWMENT FUND

Principal U. S. Bonds	$5000.00	
Balance in bank February 1	.05	
Bank interest January	.10	
Balance in bank March 1, 1924		$ 5000.15

GEORGE H. D. JOHNSON TEXTBOOK FUND

Principal Gimbel Bros. First Mortgage	$1000.00	
Balance in bank February 1	213.88	
Bank interest January	.41	
Balance in bank March 1, 1924		$ 1214.29

MATTHEW S. KEENAN FUND

Principal: City Bonds	$8750.00	
Baltimore & Ohio RR.	1000.00	
U.S. Government Bonds.	250.00	
Balance in bank February 1	61.65	
Bank interest . January	.22	
	$10061.87	
Books purchased	61.87	
Balance in bank March 1, 1924.		$10,000.00

JULIUS KLAUSER FUND

Principal: Light, Heat & Traction Bonds	$1000.00	
Balance in bank February 1	137.41	
Bank interest January	.21	
Balance in bank March 1, 1924		$ 1137.62

JAMES SIDNEY PECK FUND

Principal Baltimore & Ohio R.R.Bonds	$1000.00	
Balance in bank February 1	119.87	
Bank interest January	.19	
	$1120.06	
Books purchased	23.50	
Balance in bank March 1, 1924.		$ 1096.56

JULIUS WAGNER FUND

Principal T.M.E.R.& L.Co. Bonds	$5000.00	
Interest - coupons	125.00	
	$5125.00	
Books purchased	119.93	
Balance in bank		$ 5005.07

MILWAUKEE SECTION OF THE AMERICAN CHEMICAL SOCIETY

Principal: T.M.E.R.& L.Co. Bonds	$1000.00	
N.Y.,Chicago & St.Louis Equipment Trust	1000.00	
American Telegraph & Telephone Co..	500.00	
Balance in bank February 1	90.15	
Bank interest - January	.15	
Interest - coupon -	25.00	
	$2615.33	
Books purchased	33.70	
Balance in bank March 1, 1924		$2581.63

LIBRARY & MUSEUM RENT FUND

Deposit at Marshall & Ilsley Bank		$ 908.47
Withdrawal		
Refunded to library accounts for bills paid from library funds	$ 29.05	
C. J. Fox - Repairs at 197 - 8th St..	20.46	
August Schupinsky furnace repairs at 815 Wells Street	87.64	137.15
		$ 771.32

Deposited :

Rent received from			
W. S. Curry, February rent,	197 - 8th St.	$ 25.00	
Stemma Hatis	199 - 8th St.	35.00	
Geo. W. Young	189 - 8th St.	30.00	
Simon B. Shuman	187 - 8th St.	27.00	
Wm. C. Weigle (Garage)		7.00	
M. D. Bristol "		7.00	
Geo. Ferris "		7.00	
H. B. Heine "		7.00	
John Regh - Wells St.,815, Feb. & Mar.		60.00	205.00
Deposit at bank March 5, 1924			$ 976.32

MILWAUKEE PUBLIC LIBRARY
March 11, 1924

The committee on finance has approved the following accounts Nos. 12044 to 12169 inclusive, amounting to $11,648.06, and recommend their allowance:

Voucher No.	Name	For	Amount
11862	Special Bill (Hampel's Bk.Shpp)	Books	$ 3,333.80
11863			
12043	Payroll	February	14,639.93
12044	Hampel's Book Shop	Books	2,582.72
12045	A. C. McClurg & Co.	"	2,446.66
12046	Houghton Mifflin Co.	"	317.38
12047	Ginn & Co.	"	180.87
12048	C. V. Ritter	"	166.20
12049	G. E. Stechert & Co.	"	120.01
12050	Rand, McNally & Co.	"	113.70
12051	D. C. Heath & Co.	"	111.54
12052	American Book Co.	"	106.05
12053	F. A. Owen Pub. Co.	"	83.50
12054	F. E. Compton & Co.	"	55.00
12055	Priscilla Co.	"	46.80
12056	Albert Whitman & Co.	"	42.20
12057	St. Louis Fancy Work Co.	"	38.25
12058	Mail & Express Pub. Co.	"	26.60
12059	D. N. Sakols Co.	"	24.00
12060	G. Broes Van Dort Co.	"	24.00
12061	Martindale Mercantile Agency	"	20.60
12062	Brown-Robertson Co., Inc.	"	20.00
12063	W. W. Hixson & Co.	"	20.00
12064	Louise P. Powell	"	20.00
12065	Row, Peterson & Co.	"	19.83
12066	N.W. Ayer & Son	"	15.00
12067	International Trade Developer, Inc.	"	15.00
12068	Banker's & Investor's Manual	"	12.00
12069	Nat'l Assn. of Cost Accountants	"	10.23
12070	Richardson Silk Co.	"	12.00
12071	American Law Book Co.	"	10.00
12072	Dixie Business Book Shop	"	9.87
12073	G. Reenstjerna	"	9.50
12074	Public School Pub. Co.	"	9.52
12075	World Book Co.	"	9.17
12076	Bruce Publishing Co.	"	8.00
12077	Educational Pub. Co.	"	7.80
12078	American Federation of Arts	"	7.50
12079	A. W. Shaw Co.	"	5.00
12080	Lawyer's Co-operative Pub. Co.	"	7.50
12081	College Press	"	7.12
12082	Legal Directory Pub. Co.	"	6.75
12083	American Library Assn.	"	6.74
12084	Arthur H. Clark Co.	"	6.00
12085	Charles Scribner's Sons	"	6.00
12086	T. Buettner & Co., Inc.	"	5.59
12087	Massachusetts Historical Soc.	"	5.00
12088	Nat'l Housing Assn.	"	5.00
12089	Dexter Yarn Co.	"	4.80
12090	Brooklyn Daily Eagle	"	4.75
12091	Milwaukee Public Library draft for K. R. Iseki, Pres. Hattensha Publishers	"	4.50
12092	Harvard University Register	"	4.50
12093	Newson & Co.	"	4.05
12094	Mrs. W. I. Higgins	"	3.75

12095	University of Chicago Press	Books	3.67
12096	Cora Circhmaier	"	3.50
12097	Milwaukee Public Library draft for Otto Harrassowitz	"	3.40
12098	A. G. Spalding & Bros.	"	3.29
12099	Vaughan's Seed Store	"	3.00
12100	Heaton's Agency	"	2.80
12101	Mentzer, Bush & Co.	"	2.67
12102	Chas. C. Anderson	"	2.00
12103	Indiana Magazine of History	"	2.00
12104	National Safety Council	"	2.00
12105	Johns Hopkins Press	"	1.94
12106	C. N. Caspar Co.	"	1.84
12107	Garden City Pub. Co.	"	1.56
12108	Cramer-Krasselt Co.	"	1.50
12109	World Peace Foundation	"	1.00
12110	Publicity Corporation	Periodicals	100.00
12111	Arts Publishing Corp.	"	5.00
12112	American Society of Heating & Ventilating Engineers	"	5.10
12113	American Educational Digest	"	4.00
12114	F. W. Faxon Co.	"	3.93
12115	R. R. Bowker Co.	"	2.50
12116	Herman Goldberger	"	2.25
12117	L. C. Smith & Bros.Type.Co.	Typewriter repairs	1.07
12118	Hollister Mills	Bindery supplies	27.75
12119	H. Griffin & Sons Co.	" "	40.97
12120	Standard Paper Co.	Paper	101.28
12121	Multicolor Sales Co.	Fountain bracket & disc	9.27
12122	American Electrotype Co.	Electros	14.44
12123	Independent Typesetting Co.	Type	4.57
12124	Commercial Stationery Co.	Office supplies	60.10
12125	John Rauschenberger Co.	Twine	6.40
12126	Siekert & Baum Stat. Co.	Office supplies	57.30
12127	Lee Tire & Rubber Co.	Tires & tubes	26.17
12128	Topp Oil & Supply Co.	Chamois	5.00
12129	City treasurer	Gasoline,links for weed chains,etc.,telephone service Jan.& Feb. Municipal Reference Lib.	40.59
12130	Tablet & Ticket Co.	Gummed letters	10.20
12131	Colson-Chicago Co.	Truck wheels	19.29
12132	Wisconsin Ice & Coal Co.	Ice	6.50
12133	Lida L. Hanson	Foreign book selection	8.00
12134	R. W. Plambeck	Repairing motion picture machine	4.00
12135	Gaylord Bros.	Guides, trays, etc.	14.80
12136	Central Continuation School	Printing	8.35
12137	Pathe Exchange, Inc.	Rental of film	32.50
12138	M. S. Dudgeon	Auto maintenance Feb.1924	25.00
12139	S. A. McKillop	" " " "	45.00
12140	Miriam Tompkins	" " " "	25.00
12141	Kowalsky Hardware Co.	Hardware	29.99
12142	W. F. Nackie Paper Co.	Paper	123.97

12143	Wisconsin Telephone Co.	Telephone service March Lincoln Branch	4.00
12144	Northwestern Nat'l Ins. Co.	Premium on insurance at Lisbon Avenue	63.00
12145	Sarlen Realty Co.	Rent March 1924 Lisbon Avenue Branch	175.00
12146	Leemar Investment Co.	Rent Feb. 1924 East Side Branch	125.00
12147	Mr. A. Slack	Rent April 1924 Lincoln Branch	125.00
12148	A. H. Trettin, c/o LaBudde Grain Company	Rent Third Street Branch February 1924	100.00
12149	Layton Park State Bank	Rent March 1924 Layton Branch	185.00
12150	A. E. Peters	Deposit Station rent	5.00
12151	Thatcher Laboratories	" " "	5.00
12152	Arthur Liepe	" " "	5.00
12153	Boy's Busy Life Club	" " "	5.00
12154	Badger Brush Co.	Brushes	2.11
12155	Julius Andrae & Sons Co.	Key sockets	3.00
12156	Langenberger Construction Co.	Lumber	4.46
12157	Public Museum	Heat, light & watchman's salary, January 1924	2,244.26
12158	Johnson Service Co.	Thermostat repairs	8.75
12159	Gimbel Bros.	Gas range	34.50
12160	Youghiogheny & Ohio Coal Co.	Coal	62.17
12161	Arthur J. Strehlow	Tools, Llewellyn Branch	5.31
12162	Paul Grunau	Plumbing	3.15
12163	Hoehnen Sign Co.	Electric signs for Lisbon and Lincoln Branches	125.75
12164	C. J. Fox & Son	Faucet - comfort room	3.95
12165	Municipal Reference Library	Petty cash, Jan. & Feb.	5.87
12166	General Fireproofing Co.	Shelving, History room	164.00
12167	W. K. Electric Co.	Wiring contract	207.00
12168	Ornamental Iron Shop	Iron area grate	12.00
12169	Milwaukee Public Library	Petty cash	249.77
	Total -		$11,648.06

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE

OF THE LIBRARY BOARD

February 19, 1924.

The executive committee of the library board, to which was referred with power to act Dr. S. A. Barrett's communication requesting the permission of the library board for the museum authorities to use the lobby of the building for a flower show to be given in April, was invited by the board of trustees of the museum to meet with the museum board for consideration of the request. Chairman Potter and Trustees Work and Menzel attended the meeting, heard the discussion, and later had a separate meeting of the committee.

The executive committee reports that the flower show will be given not only under the limitation of the rules adopted by the two boards, but under most rigid further limitations which insure that the exhibit will be without any mercenary aspect, will not be used for the purpose of advertising for sales, for the giving of information as to dealers, or for the taking of orders. It further appeared from the presentation of the matter that many growers of flowers who have no commercial interest whatsoever in flowers belong to the association giving the exhibit. It also appears the dealers will have no control of the exhibit in any particular whatsoever, but that the matter is entirely under the control and regulation of the museum, the dealers doing nothing except to contribute flowers and plants for the exhibit, no dealer's name appearing in any manner whatsoever in connection with the exhibit, and it being a most rigidly enforced regulation that no information will be given which will directly or indirectly lead those visiting the exhibit to any particular dealer.

In view of all these carefully guarded limitations, the committee unanimously voted to accede to the request and to extend the permission to the museum board to use the lobby for the purpose of the flower show.

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CHAIRMAN OF THE COMMITTEE

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Minutes of the Monthly Meeting of the Board of Trustees of the Milwaukee Public Library held January 8, 1924, at 4 P.M. in the Trustees' Room.

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1. Roll call.
Present: Trustees Dietz, Menzel, Norris, Potter, Shutkin, Tegtmeyer, President Durand.
Absent: Trustee Greene.

The meeting opened with Vice President Norris presiding. President Durand later took the chair.

2. Minutes. The minutes of the meeting held December 11th were approved.

3. Statistical report. The finance committee's statistical report was received and filed.

4. Allowance of accounts. The finance committee's report on allowance of accounts was received, filed, and approved by the following vote:
Ayes: Trustees Dietz, Menzel, Norris, Potter, Tegtmeyer.
Noes: None.

5. Report of the Joint House Committee. The report of the meeting of the joint house committee held at the City Club at noon January 4th, 1924, a copy of which is attached hereto, was presented, the matters of information therein received and filed, and the following action thereon taken by the board.

Rules for absence on account of illness. On motion of Trustee Potter, seconded by Trustee Menzel, the existing rule

> "All employes in the permanent, classified service shall be entitled to be absent on account of sickness one week annually. Any part of this time which is not used up by absences shall be added to the vacation period."

was amended by the addition of the following sentence:

> "This privilege is extended only for actual bona fide illness of such seriousness as prevents the employe from performing his duties, and the librarian shall, by a physician's certificate or otherwise, satisfy himself as to the existence of such bona fide illness."

and as so amended was approved and made a part of the library rules referring to vacations.

The following rules were adopted and approved as to further absence of employes on account of illness, with the understanding that similar rules would be adopted by the Board of the Museum in order that the rules governing the two institutions within the same building might be identical:

> "Except as other wise provided, no employe is entitled to receive pay while absent on account of sickness, provided that the board may, by special action, direct that pay be granted at the rate of 65 per cent of the regular pay until recovery, the maximum period for which such pay may be granted to be in proportion to the time for which he has been in the employ of the board asfollows:

"For any employe who has been employed continuously from one to two years, not exceeding fifteen days; for any employe who has been employed for two years or more, not exceeding thirty days, and thereafter for sixty additional days at half pay, the entire leave, however, not to exceed ninety days.

"The granting of such pay shall be wholly within the discretion of the board, and the board in granting such pay shall consider, among other things, the regularity and punctuality of the service rendered, whether or not the employe has theretofore received extended leave on account of illness, and such other matters as may properly be considered, to the end that justice may be done and a proper morale maintained. The leave shall be reckoned in working days.

"The librarian before reporting any such absence shall, by a physician's certificate or otherwise, satisfy himself as to whether or not the illness is bona fide, serious, and such as to entitle the absent employe to consideration under the rule."

Rules for use of library buildings. Upon motion of Trustees Potter, seconded by Trustee Menzel, paragraph 3 of the rules relating to the use of library buildings as recommended by the committee, was amended to read "the buildings must not be used for purposes of advertising, for sales, for the giving of information as to dealers, or for the taking of orders," such action of this board to be subject to approval of this section by the museum board.

On motion of Trustee Potter, seconded by Trustee Menzel, the rules relative to the library building as so amended were approved and adopted as the rules of this board, subject to similar actionnby the museum board.

Wages of cleaning women. The report of the committee that it seems inadvisable at this time to change the wages of the cleaning women was received and approved.

Renewal of arrangement for light and heat. The report of the joint house committee recommending that substantially the present schedule of compensation to be paid by the library to the museum for the heat and light current furnished by the museum constitute the basis of the arrangement between the two institutions for the coming year was discussed. It was informally agreed that there should be a readjustment of the charges so that the rate for electric current should be 3 cents per kilowatt hour instead of 3½ cents per kilowatt hour, and that a compensating increase in the rate for heating would be permissible. It was then voted to authorize the continuation of the arrangement under this amended scale.

Ayes: Trustees Dietz, Menzel, Norris, Potter, Shutkin, Tegtmeyer, President Durand.

Noes: None.

6. Securities from the Milwaukee Section, American Chemical Society. On motion of Trustee Potter, seconded by Trustee Dietz, it was voted to accept the securities in the trust fund as deposited by the Milwaukee Section of the American Chemical Society as set forth in

their gift and cobtract, and to authorize the execution by the president and secretary of the proper instruments relating to the trust.
Ayes: Trustees Dietz, Menzel, Norris, Potter, Shutkin, Tegtmeyer, President Durand.
Noes: None.

7. Fire insurance. On motion of Trustee Dietz, seconded by Trustee Shutkin, Trustee Durand was constituted a special committee of one to renew the fire insurance on the property of the public library in those branches housed in rented quarters and to place fire insurance upon the property in the new Lincoln Branch over 985-987 Eighth Avenue, it being understood that the policy of placing this insurance with various agencies in rotation should be continued.

8. Absence on account of illness, or death in family. It was agreed that no leave with pay should be granted to those employes who are absent on account of illness of members of their families, except in very exceptional cases, but that a leave of absence with pay for a period of three days be granted by the librarian on account of any death in the immediate family of any employe.

9. Staff members ill. On motion of Trustee Potter, seconded by Trustee Dietz, it was voted that the rule as to compensation of employes absent on account of illness which has been adopted should be applied to the following employes, who come within its provisions: Emma Noll, Josephine Laurie, Martha Podlasky; that there be granted to Dan Truss, cleaner, compensation at the rate of 65 per cent of his regular wages for the first thirty days of his absence, and that the librarian be requested to make investigation as to his physical condition, the circumstances surrounding his illness, and report back to the board at the next meeting; that no compensation be granted to Edna McFeders and Esther Hoge, absent on account of illness in their respective families.
Ayes: Trustees Dietz, Menzel, Norris, Potter, Shutkin, Tegtmeyer, President Durand.
Noes: None.

10. Transfer of accounts. On motion of Trustee Dietz, seconded by Trustee Potter, the following resolution was adopted by the following vote:
Ayes: Trustees Dietz, Menzel, Norris, Potter, Tegtmeyer.
Noes: None.

"WHEREAS, In the administration of the finances of the Milwaukee Public Library for the year ending December 31, 1923, it has been found necessary that expenditures be made out of various accounts in sums varying somewhat from those in the advance budget adopted for the public library; It is, therefore,

RESOLVED, That the Board of Trustees of the Milwaukee Public Library hereby determine that it has been and is necessary to spend a larger sum for some of the purposes for which it is authorized to spend money than is provided for inthe budget heretofore adopted for the year 1923, and that it has been and is necessary to expend the amounts provided in said budget for some other purposes, all as set forth in the list of transfers as given below; and be it, therefore, further

RESOLVED, That there be transferred to each of the accounts listed below, for the respective purposes stated, the amounts set opposite each account.

8610.101	General Office	Permanent service	$350.56
8610.510	"	Postage	25.18
8610.515	"	Street carfare	.50
8610.820	"	Travel expense fund	22.60
8620.101	Book Selection	Permanent service	904.68
8620.212	"	Office supplies	131.50
8620.510	"	Postage	7.12
8630.101	Cataloging Dept.	Permanent service	264.61
8630.212	"	Office supplies	61.05
8641.101	Bindery	Permanent service	1463.42
8641.507	"	Minor repairs	60.00
8641.519	"	General service	18.85
8651.212	Circulation	Main Library-Office sup.	48.36
8651.216	"	General supplies	127.14
8651.506	"	Livery hire	50.00
8651.507	"	Minor repairs	29.82
8651.510	"	Postage	34.74
8651.515	"	Street carfare	40.50
8652.212	Circulation - Branch Libraries - Auer Ave. Branch -	Office supplies	21.35
8652.216	"	General supplies	1.08
8652.711(Per)		Periodicals	2.76
8652.820		Printing fund	.84
8656.212	Detroit St. Branch	Office supplies	5.64
8656.711(Per)		Periodicals	10.47
8656.711(Misc)		Miscellaneous equipment	106.60

8656.820	Detroit St. Branch	Printing	.84
8657.101	East Side Branch	Permanent service	439.72
8657.212	"	Office supplies	27.20
8657.510	"	Postage	.50
8657.711	" (Bks)	Books	57.39
8657.711	" (Per.)	Periodicals	6.99
8657.711	" (Misc)	Miscellaneous equipment	52.80
8659.101	Lapham Park Branch	Permanent service	103.75
8659.711	" (Bks)	Books	168.79
8659.711	" (Per)	Periodicals	19.06
8659.820	"	Printing	3.36
8660.101	Layton Branch	Permanent service	127.46
8660.212	"	Office supplies	29.10
8660.603	"	Insurance	30.45
8660.711	(Per)	Periodicals	7.15
8660.820	"	Printing	3.36
8661.101	Lisbon Ave. Branch	Permanent service	387.38
8661.603	"	Insurance	3.00
8661.609	"	Rent	300.00
8661.711	"(Misc)	Miscellaneous equipment	41.80
8662.101	Llewellyn Branch	Permanent service	303.18
8662.510	"	Postage	5.00
8662.820		Printing	9.36
8663.101	North Ave. Branch	Permanent service	467.72
8663.212	"	Office supplies	12.90
8666.101	South Side Branch	Permanent service	292.56
8666.711	" (Bks)	Books	744.37
8666.820	"	Printing	5.85
8667.101	Third St. Branch	Permanent service	462.72
8667.510	"	Postage	1.50
8667.820	"	Printing	.04
8669.820	West Div. Branch	Printing	3.36
866x.101	Schools and Stations	Permanent service	663.67
866x.216	"	General supplies	2.60
866x.510	"	Postage	11.03
866x.609	"	Rent	347.20
866x.711	" (Bks)	Books	4701.32
366x.820	"	Printing	29.92
	Care of buildings and grounds		
8671.216	Elevator service	General supplies	16.11
8672.101	Janitorial service	Permanent service	116.81
8672.216	"	General supplies	55.66
8672.507	"	Minor repairs	1142.13
8672.513	"	Water	37.84

8672.711	Janitorial service -	General equipment	570.06
8674.507	Detroit St. Branch -	Minor repairs	39.82
8676.101	Lapham Park Branch -	Permanent service	40.56
8678.101	Lisbon Avenue Branch-	Permanent service	9.00
8678.102	"	Temporary service	1.31
8679.101	Llewellyn Branch -	Permanent service	22.00
8680.102	North Ave. Branch -	Temporary service	8.25
8680.216	"	General supplies	5.98
8681.101	South Side Branch -	Permanent service	360.00
8681.507	"	Minor repairs	361.82
8681.518	"	Water	6.77
8682.102	Third St. Branch -	Temporary service	8.25
8682.205	"	Fuel	1.72
8682.519	"	General service	1.00
8684.102	Public Comfort Rooms -	Temporary service	8.68
8684.216	"	General supplies	23.28
8684.507	"	Minor repairs	25.13
8690.711	(Per) Mun. Ref. Library-	Periodicals	46.54
			$16,572.49

And be it further
RESOLVED, That there be transferred from the surplus in the accounts as listed below, from each thereof, the respective accounts as set opposite each account.

869x.	Contingent		2180.00
8610.102	General Office	Temporary service	225.00
8641.404	Bindery	General materials	595.47
8642.101	Printing shop	Permanent service	415.13
8642.404	"	General materials	306.72
	Circulation department		
8651.101	Main Library	Permanent service	1203.15
8651.102	"	Temporary service	50.78
8651.211	"	Motor supplies	972.17
8651.508	"	Motor repairs	54.54
8651.820	"	Printing	412.51
8652.101	Auer Ave. Branch -	Permanent service	375.72
8652.102	"	Temporary service	92.20
8652.507	"	Minor repairs	5.00
8656.101	Detroit St. Branch -	Permanent service	239.17
8658.101	Girls' Trade School	Permanent service	530.37

8659.102	Lapham Park Branch -	Temporary service	120.00
8663.102	North Ave. Branch -	Temporary service	200.00
8663.216	"	General supplies	43.39
8666.102	South Side Branch -	Temporary service	267.25
8666.711	" (Misc)	General equipment	74.00
8667.102	Third St. Branch	Temporary service	181.25
8667.711	"(Misc)	Miscellaneous equip't	60.00
8669.101	West Division Branch	Permanent service	371.04
8669.102	"	Temporary service	80.50
8669.711	" (Misc)	Misc. equipment	40.00
866x.212	Schools and Stations	Office supplies	122.65
866x.519	"	General service	10.00
866x.711	"	Misc. equipment	128.40
8671.102	Elevator	Temporary service	100.00
8672.102	Janitor service	Temporary service	271.50
8672.202	"	Cleaning supplies	172.62
8672.404	"	General materials	284.13
8672.502	"	Heat	684.05
8672.505	"	Light	552.45
8673.507	Auer Ave. Branch	Minor repairs	55.00
8673.519	"	General service	294.00
8674.101	Detroit St. Branch	Permanent service	342.00
8675.505	East Side Branch	Light	197.27
8676.507	Lapham Park Branch	Minor repairs	55.00
8677.505	Layton Branch	Light	201.14
8677.507	"	Minor repairs	50.00
8679.505	Llewellyn Branch	Lighting	220.50
8679.507	"	Minor repairs	243.50
8680.505	North Ave. Branch	Light	170.46
8680.507	"	Minor repairs	55.00
8681.102	South Side Branch	Temporary service	239 00
8681.205	"	Fuel	356.57
8681.505	"	Light	351.29
8682.505	Third St. Branch	Light	115.39
8683.101	West Division Branch	Permanent service	342.00
8684.101	Public Comfort Room	Permanent service	1473.09
8684.202	"	Cleaning supplies	215.94
8690.101	Municipal Ref. Library	Permanent service	174.18
			$16,572.49

The vote:
Ayes: Trustees Dietz, Menzel, Norris, Potter, Shutkin, Tegtmeyer, President Durand.
Noes: None.

Adjournment.

MILWAUKEE PUBLIC LIBRARY
February 12,1924

The Finance Committee of the Board of Trustees in accordance with the duties prescribed in the by-laws, beg to report the following:

CASH ACCOUNT
January

Receipts

Fines	$1520.54	
Lost books	61.13	
Renting collection	307.80	
Security deposits	30.00	
Reserve postal fund	8.01	
Catalogs sold	.05	
Use of lantern and lecture room	15.00	
Waste paper	31.85	
Public Museum (Comfort room expense 4th quarter 1923)	442.04	
Trust funds for books purchased	248.97	
Miscellaneous (refunds on supplies, books, auto licenses, etc.)	77.82	
Interest on bonds	207.50	
Bank interest	1.15	$2951.86

Disbursements

Deposited with city treasurer	2732.94	
" " First Wisconsin National	208.65	
Lost books refunded	10.27	2951.86

STATEMENT OF LIBRARY CASH ACCOUNT
December 31, 1923

Credit:		
Surplus 1922	14,061.10	
Reserve for 1922 expenditures	25,886.00	
Tax levy (includes debt service)	252,700.00	
Receipts, 1923	57,631.39	350,278.49
Debit:		
Expenditures, 1923	299,561.03	
Interest and sinking fund on library bonds for addition to main library 1913 issue	2,141.25	301,702.28
Cash balance Jan. 1, 1924		$48,576.21
1923 surplus receipts	24,818.33	
Special contingent for 1923 expenditures	23,757.88	$48,576.21

COMPTROLLER'S LIBRARY FUND ACCOUNT

Reserve for 1923 expenditures (special contingent)	$23,757.88	
1923 surplus receipts	24,818.33	
Tax levy (includes debt service)	266,443.75	
(Debt service for 1924 $2073.75)		
Deposited with city treasurer	2,732.94	$317,752.90
January payroll	14,966.02	
January bills	13,575.43	28,541.45
Balance in fund Feb. 1, 1924		$289,211.45

BUDGET ACCOUNT

1924 Budget allowance	$317,670.00	
Reserve for 1923 purposes	23,757.88	
1924 debt service	2,073.75	$343,501.63
January payroll	14,966.02	
January bills	13,575.43	28,541.45
Balance in account February 1, 1924		$314.960.18

PETTY CASH FUND
Main Library

Amount in fund		$250.00
Expenditures in January	$195.92	
Security deposits refunded, Nos. 1297, 1317,1318,1326,1337,1334,1368,1359	24.00	219.92
Balance in fund Feb. 1, 1924		$30.08

The following books have been discarded:

Main library	232
Children's room	130
County	14
Schools	443
Auer	4
Detroit	55
East Side	56
Lapham Park	82
Layton	54
Lisbon	91
Llewellyn	56
North Avenue	33
South Side	135
Third Street	172
West Division	23
Total	1360

The following books have been repaired:

Main library	682
Young people's room	139
School	26
Auer	63
Detroit	47
East Side	219
Lapham Park	250
Layton	137
Lisbon	149
Llewellyn	203
North Avenue	123
South Side	208
Third Street	329
West Division	229
County	39
Bindery	23
Total	2866

The following books have been rebound:

Main library	978
Children's room	109
Schools	206
County	80
Auer	10
Continuation	4
Detroit	63

East Side	154
Lapham Park	185
Layton	207
Lincoln	73
Lisbon	164
Llewellyn	131
North	121
South	503
Third	201
West Division	49
Total	3238

Re-inforced 2984 volumes.

Number of volumes in library Dec. 1st, 1923			547.981
Added, Dec. and Jan.			
By gift	395		
By purchase	10380	10,775	
Discarded Dec. and Jan.	2762		
Lost	73	2,835	
Net addition			7,940
Net total in library February 1, 1924			555,921

GEORGE H.D. JOHNSON ENDOWMENT FUND

Principal U.S. Bonds	$5000.00	
Balance in bank Jan. 1,	39.14	
Bank interest December	.05	
	$5039.19	
Books purchased	39.14	
Balance in bank Feb. 1,1924		$5000.05

GEORGE H.D. JOHNSON TEXTBOOK FUND

Principal Gimbel Bros. First Mortgage	$1000.00	
Balance in bank Jan. 1	235.17	
Bank interest December	.41	
Interest - coupon	30.00	
	$1265.58	
Books purchased	51.70	
Balance in bank Feb. 1, 1924.		1213.88

MATTHEW S. KEENAN FUND

Principal: City Bonds	$8750.00	
Baltimore & Ohio RR.	1000.00	
U.S. Government Bonds	250.00	
Balance in bank Jan. 1,	32.08	
Bank interest, Dec.	.20	
Coupons	177.50	
	$10209.78	
Books purchased	148.13	
Balance in bank Feb.1,1924.		$10,061.65

JULIUS KLAUSER FUND

Principal: Light,Heat & Traction Bonds	$1000.00	
Balance in bank Jan. 1,	137.23	
Bank interest Dec.	.18	
Balance in bank Feb. 1, 1924		$1137.41

JAMES SIDNEY PECK FUND

Principal Baltimore & Ohio RR. Bonds	$1000.00	
Balance in bank Jan. 1	119.71	
Bank interest - Dec.	.16	
Balance in bank Feb. 1, 1924		$1119.87

JULIUS WAGNER FUND

Principal T.M.E.R.&L.Co. Bonds	$5000.00	$5000.00

MILWAUKEE SECTION OF THE AMERICAN CHEMICAL SOCIETY

Principal: T.M.E.R.&L.Co. Bonds	$1000.00	
N.Y.,Chicago & St.Louis Equipment Trust	1000.00	
American Telegraph & Telephone Co..	500.00	
Balance in bank Jan. 1	100.00	
Bank interest - Dec.	.15	
	$2600.15	
Books purchased	10.00	
Balance in bank Feb. 1		$2590.15

LIBRARY AND MUSEUM RENT FUND

Deposit at Marshall & Ilsley Bank Jan. 1		$ 815.00
Received from 197 - 8th St. Jan.	$ 25.00	
Received from 819 Wells St. Feb.	30.00	
Received from 199 - 8th St. Feb.	35.00	
Interest bank, Dec. 31. 1923	3.47	93.47
Total deposits at bank Feb. 1, 1924.		$ 908.47

PRINCIPAL GIFTS
January,1924

Miss Minnie Goodman (deceased)	- 141 books and 85 magazines
Mrs. Laura S. Hunt	- 26 books on theosophy
Mrs. C. McLenegan	- Music, about 20 titles
Milwaukee Journal	- 8 vols. of Survey of the Milwaukee Market on Facts and Figures
Wis.Branch,Natl Women's Party	- 15 copies of "Winning of the First Bill of Rights for American Women."

MILWAUKEE PUBLIC LIBRARY
February 12, 1924

The committee on finance has approved the following accounts Nos. 11635 to 11861 inclusive, amounting to $13,575.43, and recommend their allowance:

Voucher No.	Name	For	Amount
11452)			
11634)	Payroll	January	$14,966.02
11635	A.C. McClurg & Co.	Books	3,207.31
11636	Ginn & Co.	"	173.99
11637	C.V. Ritter	"	166.61
11638	C.A. Nichols Pub. Co.	"	164.16
11639	American Book Co.	"	146.61
11640	Albert Whitman & Co.	"	163.44
11641	Hampel's Book Shop	"	137.09
11642	W.A. Hixenbaugh	"	110.50
11643	Rand,McNally & Co.	"	78.81
11644	D.C. Heath	"	78.60
11645	Kuryer Pub. Co.	"	61.52
11646	Little,Brown & Co.	"	55.05
11647	Houghton,Mifflin Co.	"	54.62
11648	D. Appleton & Co.	"	50.82
11649	Longmans,Green & Co.	"	49.73
11650	F.E. Compton & Co.	"	55.00
11651	Hinds,Hayden & Eldredge,Inc.	"	49.20
11652	Macmillan Co.	"	43.20
11653	Brentano's	"	41.67
11654	G.E. Stechert	Periodicals	40.52
11655	A.F. Flanagan Co.	Books	36.62
11656	Wright Directory Co.	"	30.00
11657	Kelly Pub. Co.	"	25.00
11658	Beckly Cardy Co.	"	22.79
11659	F.W. Woolworth Co.	"	21.95
11660	Charles E. Merrill Co.	"	21.60
11661	Herman Goldberger	Periodicals	21.25
11662	John C. Winston Co.	Books	19.17
11663	Educational Pub. Co.	"	18.18
11664	Rockefeller Institute for Medical Research	Periodicals	15.00
11665	Peabody Museum	Books	15.00
11666	Student Volunteer Movement	"	12.54
11667	Row, Peterson & Co.	"	12.25
11668	Committee on Social & Religious Surveys	"	10.60
11669	World Book Co.	"	10.47
11670	American Society for Testing Materials	"	10.40
11671	H.W. Wilson Co.	"	10.05
11672	American Catholic Historical Society	"	10.00
11673	Labor Bureau, Inc.	Periodicals	10.00
11674	Behans Stationary Store	"	8.55
11675	Des Forges & Co.	Books	8.44
11676	Chemical Catalog Co.	"	7.00
11677	F.A. Owen Pub. Co.	"	6.50
11678	American Geographical Society	"	6.00
11679	American Leather Chemists Association	Periodicals	6.00
11680	Superintendent of Public Property	Books	5.10
11681	American Library Ass'n	"	5.00
11682	Congressional Digest	Periodicals	5.00
11683	National Academy of Soiences	Books	5.00
11684	Richter Bros.	"	5.00
11685	Thomas Law Book Co.	"	5.00
11686	Newson & Co.	"	4.70
11687	Bruce Pub. Co.	"	4.25

11688	American Historical Society	Periodicals	4.00
11689	Miss Sara Abbott	Books	4.00
11690	Milwaukee Public Library Draft for Edouard Champion	"	4.00
11691	Public School Pub. Co.	"	3.60
11692	Biological Society of Washington	"	3.00
11693	National Inland Waterways	Periodicals	3.00
11694	Rhode Island Historical Society	Books	3.00
11695	McGraw Hill Pub. Co.	Periodicals	3.00
11696	A.G. Spaulding & Bros.	Books	2.77
11697	Power Wagon Pub. Co.	Periodicals	2.50
11698	Moody Bible Institute	"	2.00
11699	Northwestern Confectioner	"	2.00
11700	State Historical Society of Iowa	Books	2.00
11701	National Municipal League	"	1.94
11702	Canada Law Book Co.	"	1.75
11703	Church School Press	Periodicals	1.55
11704	National Industrial Conference Board	Books	1.50
11705	Isabella Fox	"	1.50
11706	Morehouse Pub. Co.	"	1.35
11707	S.Y. Gillan & Co.	"	1.28
11708	Scott Stamp & Coin Co.	"	1.25
11709	Dept. of Social Action National Catholic Welfare Conference	"	1.20
11710	University Extension Division	"	1.10
11711	City Club of Chicago	Periodicals	1.00
11712	Dixie Business Book Shop	Books	1.00
11713	Red Cross Courier	Periodicals	1.00
11714	School of Commerce Southern Methodist Univ.	Books	1.00
11715	C.L. Mulrine	Fees and commissions	61.33
11716	Kathryn Small	" "	10.90
11717	Margaret McShane	" "	100.40
11718	Grace Loveland	" "	47.73
11719	Sadie E. Heaney	" "	13.13
11720	Sylvia Palo	" "	10.78
11721	Edna Wetzel	" "	20.18
11722	Mrs. Mary Mosher	" "	49.20
11723	Alice G. Ormsby	" "	15.60
11724	F. Zamzow	" "	9.33
11725	Mrs. Hedwig J. Hinz	" "	34.28
11726	Mrs. Susannah Parr	" "	78.78
11727	Ernest Galloway	" "	23.38
11728	W.O. Ramsey	" "	23.43
11729	Ruth Shapiro	" "	8.38
11730	Nora A. Ryan	" "	20.23
11731	John Lilly	" "	36.45
11732	Edna Jones	" "	14.65
11733	Kathleen Boland	" "	40.35
11734	Agnes Kavanagh	" "	3.48
11735	A. Didier	" "	5.03
11736	Elizabeth Restle	" "	14.20
11737	Leonie Abendroth	" "	135.40
11738	Katherine Fitzgibbon	" "	28.73
11739	Mabel Hartung	" "	12.28
11740	Imogene Stanton	" "	25.15
11741	Neleta Forster	" "	4.88
11742	N. Marshall	" "	21.23
11743	Agnes Croal	" "	53.08
11744	Dorothy Dallman	" "	45.80
11745	Charles H. Maurer	" "	32.43
11746	Elizabeth Bird	" "	15.75
11747	Mary Hass	" "	15.18
11748	Ethel Eilbrecht	" "	8.83
11749	Ethel Ferris	" "	18.48

11750	Nellie Shebel	Fees and commissions	$ 3.23
11751	Merle Austin	" "	25.80
11752	Grace A. Fox	" "	4.48
11753	Gretchen Hurziger	" "	3.60
11754	Wm. Oelstrom	" "	1.75
11755	Frank P. Nelson	" "	21.03
11756	Leo N. Prom	" "	5.85
11757	Victor LeClair	" "	3.53
11758	Lucille Eilbrecht	" "	10.30
11759	Mrs. McCreedy	" "	28.73
11760	Estelle Coatts	" "	13.85
11761	Ellen Marrick	" "	6.28
11762	Margaret Peters	" "	25.43
11763	Mrs. G.F. Mueller	" "	21.95
11764	Otto C. Kurtze	" "	4.65
11765	Margaret Schultz	" "	2.15
11766	Mabel Heuer	" "	2.05
11767	J.E. Tepoorten	" "	3.55
11768	Miss Clara Shrank	" "	76.10
11769	Mrs. F.M. Kurtze	" "	12.08
11770	Mrs. Cora MacDonald	" "	7.10
11771	Alice Hyland	" "	13.68
11772	Eunice Garrison	" "	3.35
11773	Blanche Harlow	" "	31.78
11774	Dora M. Toepelt	" "	4.60
11775	M.F. Dockery	" "	194.13
11776	Mildred Gapen	" "	19.08
11777	Leila Loper	" "	2.55
11778	Alice Hart	" "	10.28
11779	Winnifred Bailey	" "	41.63
11780	Grace Keith	" "	2.15
11781	Jessie Poehler	" "	8.38
11782	Alma Semrad	" "	7.93
11783	Katherine Smith	" "	34.95
11784	Ethel Harris	" "	172.58
11785	Mrs. M.J. Loew	" "	10.00
11786	Mr. Gesell	" "	6.73
11787	Anna Godfrey	" "	22.30
11788	Pauline Eucker	" "	4.85
11789	M.S. Dudgeon	Expense account A.L.A. midwinter meeting at Chicago	23.38
11790	Holliston Mills	Bindery supplies	175.86
11791	Espenhains	Outing flannel	49.01
11792	F.G. Findley Co.	Paste	15.75
11793	Arabol Mfg. Co.	Glue	15.30
11794	Independent TypesettingCo.	Type and composition	30.81
11795	Ault & Wiborg Co.	Ink and rollers	12.38
11796	Multicolor Sales Co.	Feed roller	4.08
11797	Librarian of Congress	Catalog cards	74.37
11798	Tablet & Ticket Co.	Gummed letters and figures	41.49
11799	Columbia Carbon Co.	Carbon	31.50
11800	J. Rauschenberger Co.	Twine	6.20
11801	Schwab Stamp & Seal Co.	Rubber stamps, ink, dates	14.25
11802	Standard Paper Co.	Paper and bindery supplies	84.17
11803	Gaylord Bros.	Record books,binders, library logic	35.70
11804	Siekert & Baum Co.	Office supplies	33.55
11805	Commercial Stationery Co.	Office supplies	118.60
11806	Badger Auto Body Co.	Repairing door	4.00
11807	Lee Tire & Rubber Co.	Tubes	3.20
11808	Stewart-Warner Products Service Station	Stewart swivel	3.58
11809	M.S. Dudgeon	Auto maintenance Jan.	25.00
11810	Miriam Tompkins	Auto maintenance Jan.	25.00
11811	S.A. McKillop	Auto maintenance Jan.	45.00
11812	Milwaukee Times	County map	1.50
11813	Postmaster	Postals	600.00
11814	Diamond Oil Co.	Soap-alcohol	68.47
11815	Wisconsin Ice & Coal Co.	Ice	8.75

11816	Northwestern Elevator & Supply Co.	Repairing dumb-waiter	$ 2.63
11817	L.C. Smith & Bros.	Typewriter repairs	6.00
11818	Wisconsin Theater Supply Co.	Repairing motion picture machine	3.00
11819	Sentinel Co.	Christmas greetings	3.50
11820	Evening Wisconsin Co.	New Years Greetings	2.00
11821	A.H. Trettin c/o LaBudde Grain Co.	Rent Third Street Branch 1924	100.00
11822	Sarlen Realty Co.	February rent Lisbon Avenue Branch	175.00
11823	Layton Park State Bank	February rent Layton Branch	185.00
11824	Leemar Investment Co.	January rent East Side Branch	125.00
11825	A. Szczerbinski & Co.	March rent Lincoln Branch	125.00
11826	Boys Busy Life Club	Deposit Station rent	5.00
11827	Arthur Liepe	Deposit Station rent	5.00
11828	Thatcher Laboratories	Deposit Station rent	5.00
11829	A.E. Peters	Deposit Station rent	5.00
11830	Milwaukee Gas Light Co.	Water heater(Lincoln)	30.00
11831	Kowalsky Hardware Co.	Hardware	13.08
11832	Julius Andrae & Sons Co.	Flush switch	5.40
11833	C.J. Fox & Son	Plumbing repairs	15.73
11834	Geo. F. Rohn Electric Co.	Fan repairs	3.90
11835	Otis Elevator Co.	Elevator buttons	2.60
11836	Cream City Laundry	Laundry	6.72
11837	Western Union Telegraph Co.	Clock rental 1924	117.00
11838	Youghiogheny & Ohio Coal Co.	Coal	63.79
11839	United Coal & Dock Co.	Coal	38.93
11840	Paul E. Mueller Co.	Flue scraper	3.00
11841	Gimbel Bros.	Linoleum and repair work	49.00
11842	City Treasurer	Heat North Avenue Branch 1923, gasoline, calendar pads, etc.	919.98
11843	W.F. Nackie Paper Co.	Paper towels, etc.	129.70
11844	Topp Oil & Supply Co.	Mops	35.70
11845	Palmolive Co.	Powder	12.00
11846	Mina L. Nevins	Typing cards	35.80
11847	Lida L. Hanson	Foreign book selection	10.00
11848	Eleanor Hardy	General service circulating dept.	9.75
11849	Hilbert & Baerwald Co.	Insurance East Side	47.40
11850	Soevig & Hiscox	Insurance Third St.	77.00
11851	Adam Finger & Son	Insurance Layton Branch	30.45
11852	Famous Players	Film "Cappy Ricks" South Side Branch	15.90
11853	Wm. C. Kreul Co.	Furniture for Lincoln Branch	489.00
11854	Library Bureau	Book truck	61.25
11855	General Fireproofing Co.	Shelving at Lincoln	377.12
11856	Public Museum	To adjust cost of heat, light and power for year 1923	122.79
11857	Milwaukee Water Works	Water 1923, Main, South and Llewellyn libraries	603.59
11858	Frank P. Pfannenstiel	Plumbing repairs at South Side Branch	50.36
11859	T.M.E.R. & L. Co.	Light - Jan. - Branch libraries	156.49
11860	Milwaukee Public Library	Petty cash expenditures January, and security deposits refunded	219.92

11861	Wisconsin Telephone Co.	Telephone service main library and branches February and March	$195.02
	Total -		$13,575.43

Memo for consideration of the board
February 12, 1924.

1. Rules relative to sick leave. The board of trustees of the museum have suggested a slight change in the rule governing sick leave.

This board approved a provision that a person who had been employed for one year, not exceeding two years, might receive 65 percent of his regular pay for a period not exceeding fifteen days, and that a person employed over two years might receive pay for a period not exceeding thirty days, the leave to be reckoned in working days. It was probably the purpose of the committee which recommended this rule that the period should be substantially one month and half a month. Using working days in computing the leave, however, results in the two periods respectively extending considerably over these periods. The museum board therefore suggests that instead of fifteen and thirty days we substitute twelve and twenty-five days respectively. With this amendment the museum board is in accord with the library board in reference to this rule.

2. The use of the public library building for outside purposes. The museum board also suggested a slight change in the wording of the rule referring to purpose for which the rooms may be used and recommend the following language:

For paragraph 3. It, (the meeting) must be without any mercenary aspect and must not be used for the purpose of advertising, for sales, for the giving of information as to dealers, or for the giving of orders.

3. Municipal Reference Library. At a previous meeting the library board suggested that the librarian and the aldermanic members of the library board investigate the use made of the municipal reference library in the City Hall. The board also suggested that the former reference librarian, Mr. Blix, might be able to give some suggestions to the board. In accordance with this wish the librarian has arranged to have Mr. Blix appear before the board, and has also requested Mr. Tiefenthaler, who was Mr. Blix's predecessor, to appear before the board.

4. Absence on account of illness. Daniel Truss. Following the direction of the library board at its last meeting the librarian has investigated somewhat the illness of Daniel Truss, as well as the conditions under which he is living. This employe and his wife are evidently hardworking, worthy people. When Daniel Truss is well his wife is employed as a cleaner elsewhere and they make a comfortable living, and have been thrify enough to save a little money. During Mr. Truss' long illness, however, the wife has been unable to go out to work. Simple justice seems to demand that the regular rule relative to illness be applied to this case, and that Mr. Truss be paid that portion of his salary which is provided for therein. There is no immediate prospect of his return to his employment.

Florence Olcott. Head of division $155.00 per month; appointed April 1, 1897. Absent two days over six days sick leave allowance.

Memo for consideration of the board
March 11, 1924

1. Executive Committee report on Flower Show. The Executive Committee report, which is on file, is to the effect that in view of the limitation of the rules and further limitations to be rigidly enforced, it has, pursuant to the power which was invested in it at the meeting of the board on February 12th, extended to the museum the permission to use the lobby for a flower show to be held under the control of the museum itself. The report of the committee is attached to this memo.

2. Announcement of Committee Appointments. In view of the somewhat changed personnel of the library board, President Durand announces a slightly changed assignment of committee positions as follows:

Executive committee

M. C. Potter (Chairman)
J. Work
W. I. Greene
F. Menzel
L. Durand

Finance committee

Mrs. C. W. Norris (Chairman)
C. Dietz
A. Tegtmeyer
A. Shutkin
L. Durand

House committee

L. Durand (Chairman)
Mrs. C. W. Norris
M. S. Dudgeon

3. Municipal reference library. Trustees Shutkin and Dietz, two of the committee to which further consideration of the problems of the municipal reference library was referred, have informally reported to the librarian that they feel that the municipal reference library should not be discontinued but that its field could be broadened and more accomplished than is being accomplished.

The librarian agrees with this conclusion. Miss Katherine Oppel, the assistant municipal reference librarian, has resigned, her resignation to take effect March 15th. It seems necessary, therefore, to settle the future of the library at once so that the position of assistant librarian may be filled as well as the position of librarian at the municipal reference library. While it is not necessary to go into detail, the librarian, after consulting Mr. Tiefenthaler, a previous librarian, Mr. Blix, and others, is convinced that a very definite program, including publicity and a widening of the field, can be inaugurated.

4. Engineering books. The Cutler-Hammer Company have offered to turn over to the library about two hundred volumes of valuable engineering books, including bound volumes of technical magazines, offering also to continue to subscribe for these magazines turning over to the library each year the accumulated numbers. All these books are to be used only in the library for reference work.

The Engineering Society of Milwaukee, through Mr. Robert Cramer, has given to the library their collection of engineering society bulletins for the year 1923. There are 9 societies represented.

5. Absence on account of illness. Adeline Burns, senior library assistant, grade III, rank 5, $110.00 per month, appointed August, 1900. Absent seven days over six days sick leave allowance.